



TOWN OF  
**HALTON HILLS**  
*Working Together Working for You!*

## REPORT

---

**TO:** Mayor Lawlor and Members of Council

**FROM:** Steven Ziegler, Senior Project Engineer

**DATE:** October 10, 2023

**REPORT NO.:** TPW-2023-026

**SUBJECT:** Award of RFP 2023-089-P – Engineering Service for the Glen Lawson Road Reconstruction

---

### RECOMMENDATION:

THAT Report No. TPW-2023-026, dated October 10, 2023, regarding the Award of RFP 2023-089-P – Engineering Services for the Glen Lawson Road Reconstruction, be received;

AND FURTHER THAT Council approves the Engineering Services for the Glen Lawson Road Reconstruction contract award to Gannett Fleming Canada ULC, Royal Bank Plaza, 200 Bay Street, South Tower Suite 1600, Toronto, Ontario M5J 2J3;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a Purchase Order to Gannett Fleming Canada ULC, Royal Bank Plaza, 200 Bay Street, South Tower Suite 1600, Toronto, Ontario M5J 2J3, in the amount of \$510,408.32 (including non-refundable HST), for the purpose of Detailed Design Engineering Services for the Glen Lawson Road Reconstruction;

AND FURTHER THAT the Manager of Purchasing be authorized to increase the Purchase Order to Gannett Fleming Canada ULC, Royal Bank Plaza, 200 Bay Street, South Tower Suite 1600, Toronto, Ontario M5J 2J3, in the amount of \$175,323.93 (including non-refundable HST), for the purpose of Contract Administration, Site Inspection, and Engineering Support during the Contraction Phase;

AND FURTHER THAT Council authorizes the Mayor and Clerk to execute the necessary documents to enter into a Client/Engineer Agreement for Professional Consulting Services;

AND FURTHER THAT the project budget for Glen Lawson Improvements (project 6200-27-0101) be increased by \$211,600 to \$722,100 and that the budget increase be

funded as \$144,326 from development charges and \$67,274 from the new capital reserve.

## **KEY POINTS:**

The following are key points for consideration with respect to this report:

- Staff are recommending to retain the consulting engineering firm Gannett Fleming Canada ULC to complete engineering design of the Glen Lawson Road Reconstruction.
- The engineering design shall include roadway reconstruction, drainage improvements, and safety improvements within the study area.
- The Purchasing Policy (PLCY-2023-0003) requires awards for Request for Proposal over two hundred and fifty thousand dollars (\$250,000) be authorized by Council.
- An additional \$186,581.91 will be required to fund the detailed design and construction phase engineering services for Project 6200-27-0101 – Glen Lawson Road Reconstruction.
- An additional \$25,000.00 is recommended to fund compensation of Mississaugas of the Credit First Nation (MCFN) Department of Consultation & Accommodation (DOCA) field representatives in accordance with Town commitments established during the Class Environmental Assessment (Class EA) process for Project 6200-27-0101 – Glen Lawson Road Reconstruction.

## **BACKGROUND AND DISCUSSION:**

The Town recently completed a Municipal Class Environmental Assessment (Class EA) assignment for the Glen Lawson Road / Third Line corridor. This corridor currently serves as a connection between south Acton and Georgetown via Fourth Line. There has been an increased use of Glen Lawson Road to access South Acton. In addition, safety concerns have been raised related to the current roadway geometry and the intersection conditions at Glen Lawson Road / Third Line.

During consultation undertaken as part of the Class EA, Mississaugas of the Credit First Nation Department of Consultation & Accommodation (MCFN DOCA) have requested Field Liaison Representatives be on site during Stage 2 Archaeological Study in field studies. The cost for this representation shall be borne by the Town.

Next steps for this project are detailed design and construction. This project encompasses engineering services for Detailed Design, preparation of Issued for Tender documents, Tender period assistance, and preparation of Issued for Construction documents for the Glen Lawson Road Reconstruction. Detailed design shall include roadway reconstruction, drainage improvements, safety improvements, utility coordination, and permitting within the study area.

Construction Phase Engineering Services, including Contract Administration, Site Inspection, and Engineering Support during Construction, are included in the base scope of this RFP award.

### **Solicitation of Proposals for Engineering Services**

A Request for Proposal (RFP) for Engineering Services for the Glen Lawson Road Reconstruction was issued on July 19, 2023. The bid was posted on the Town's bidsandtenders.ca website. Thirteen (13) firms downloaded the document. The RFP closed on August 23, 2023 and three (3) submissions were received as follows:

<b>Vendor</b>	<b>Location</b>
EXP Services Inc.	Brampton, Ontario
Gannett Fleming Canada ULC	Toronto, Ontario
The Greer Galloway Group	Kingston, Ontario

Bids were evaluated by a staff team based on experience, price, methodology, project approach and understanding, and work schedule. Gannett Fleming Canada ULC was determined to be the highest ranking proponent.

Detailed engineering design will be undertaken in 2023 / 2024. Construction activities are currently included in the capital forecast for 2025 and may be carried over into 2026. Review of construction timing will be undertaken during preparation of the 2024 capital forecast.

### **STRATEGIC PLAN ALIGNMENT:**

This report aligns to the Town's Strategic plan recognizing the value to achieve sustainable growth to ensure that growth is managed so as to ensure a balanced, sustainable, well planned community infrastructure and services to meet the needs of its residents and businesses.

This report also identifies transportation as one of the Town's Strategic priorities.

### **RELATIONSHIP TO CLIMATE CHANGE:**

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

## **PUBLIC ENGAGEMENT:**

Public Engagement has been performed throughout the previous (Class EA) phase of the project in accordance with the requirements of the Municipal Class Environmental Assessment process. Stakeholders consulted including the public, First Nations communities, approval authorities, various Ministries, and other stakeholders. Two (2) Public Information Centres were held during the Class EA phase of the project.

## **INTERNAL CONSULTATION:**

Staff from Engineering & Construction evaluated the proposals submitted in response to the Request for Proposal document and are in agreement with the recommendations outlined in this report.

Purchasing facilitated the process and the Manager of Purchasing is in agreement with the award.

## **FINANCIAL IMPLICATIONS:**

In 2021, Capital Budget funding was allocated and approved for 6200-27-0101 Glen Lawson Road Reconstruction in the amount of \$360,500. Combined with funds available from previous approvals (\$150,000), the project has a total approved budget of \$510,500.

The award of 2023-089-P - Engineering Services for the Glen Lawson Road Reconstruction has a total cost of \$685,732.25 (including non-refundable HST). As a result, additional funding for the project is required.

After expenses to date, a budget increase of \$211,600 will be required to fund the Glen Lawson Improvements project. This includes \$186,581.91 for the award of detailed design and construction phase engineering services for the project and \$25,000.00 for costs related to MCFN DOCA field representation.

The budget increase is recommended to be funded as outlined below:

Glen Lawson Improvements (6200-27-0101)	Budget	Financing			Total
		Investing In Canada Infrastructure Program (ICIP)	Development Charges	New Capital Reserve	
Original Project Budget	\$ 510,500	\$ 291,700	\$ 206,000	\$ 12,800	\$ 510,500
Revised Project Budget and Financing	\$ 722,100	\$ 291,700	\$ 350,326	\$ 80,074	\$ 722,100
<b>Transfer (to)/from Reserves &amp; Grants</b>	<b>\$ 211,600</b>	<b>\$ -</b>	<b>\$ 144,326</b>	<b>\$ 67,274</b>	<b>\$ 211,600</b>

Reviewed and approved by,

Bethany Yew, Manager of Purchasing

Moya Jane Leighton, Director of Finance & Town Treasurer

Mike Donnelly, Director of Engineering & Construction

Bill Andrews, Commissioner of Transportation & Public Works

Chris Mills, Chief Administrative Officer